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NOTICE OF MEETING NPDES TECHNICAL ADVISORY COMMITTEE (TAC)

TUESDAY, MAY 15, 2012 – 10:00 AM to NOON COLMA COMMUNITY CENTER 1520 HILLSIDE BOULEVARD, COLMA

(See location map on back)

AGENDA

- 1. INTRODUCTIONS, ANNOUNCEMENTS, PREVIOUS TAC MEETING REPORT APPROVAL, AGENDA REVISIONS MATT FABRY, Countywide Program Coordinator
- 2. PRESENTATIONS
 - A. 2010/11 ANNUAL REPORT REVIEW, NOTICES OF VIOLATION, AND INFORMATION REQUESTS
 - **B. ANNUAL REPORT TRAINING PREPARATION**
 - C. 2012/13 COUNTYWIDE PROGRAM BUDGET FOLLOW-UP
 - D. PROPOSAL FOR USE OF \$4 VEHICLE REGISTRATION FUNDS
 - E. APPROVAL OF FUNDING FOR BRANSTEN ROAD GREEN STREET TREATMENT RETROFIT
 - F. BASMAA/CASQA UPDATES
- 3. SUBCOMMITTEE AND WORKGROUP REPORTS
 - A. PUBLIC INFORMATION/PARTICIPATION
 - B. COMMERCIAL/INDUSTRIAL AND ILLICIT DISCHARGE
 - C. NEW DEVELOPMENT
 - D. MUNICIPAL MAINTENANCE ACTIVITIES
 - i. MUNICIPAL MAINTENANCE SUBCOMMITTEE
 - ii. PARKS MAINTENANCE & IPM WORKGROUP
 - E. TRASH
 - F. WATERSHED ASSESSMENT AND MONITORING
 - G. WATER UTILITY TRAINING WORK GROUP
- 4. PUBLIC COMMENTS
- 5. ANNOUNCEMENTS
- 6. FUTURE MEETINGS

JUNE 19	@	San Mateo
JULY 17	@	
AUGUST 21	@	

Post by 5:00 P.M., Wednesday, May 9, 2012

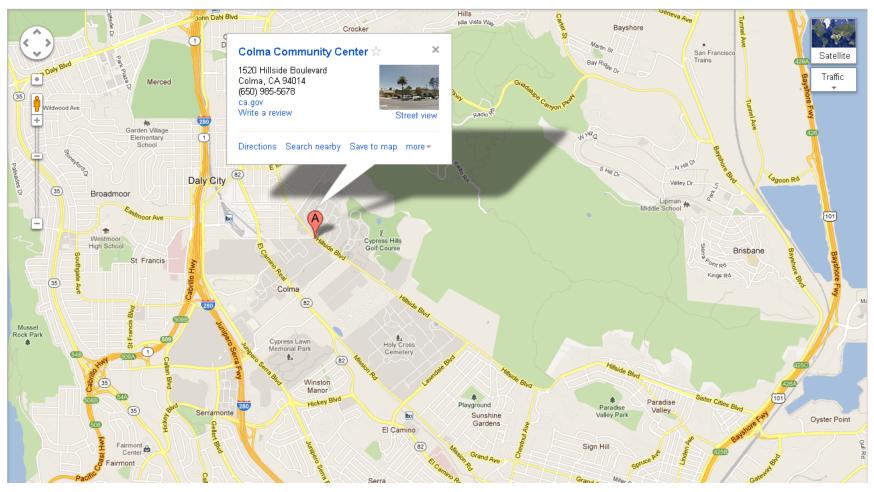
NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Matthew Fabry at 650-599-1419, five working days prior to the meeting date.

Public records that relate to any item on the agenda for a regular NPDES Technical Advisory Committee (TAC) meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the TAC. The TAC has designated C/CAG's office at 555 County Center, 5th Floor, Redwood City, for purpose of making those public records available for inspection. The documents are also available on the Countywide Program's website at www.flowstobay.org, and C/CAG's website, at the link for agendas for upcoming meetings. The website is: http://www.ccag.ca.gov.



Web Site: www.flowstobay.org

MEETING LOCATION COLMA COMMUNITY CENTER 1520 HILLSIDE BOULEVARD, COLMA





Upcoming Meetings, Work Shops, Trainings, etc. for Each Countywide Program Component

- Technical Advisory Committee committee usually meets 10:00 am to noon, third Tuesday of most months, location varies. Next meeting is June 19 in San Mateo.
- New Development subcommittee usually meets 1:30 to 3:30 pm, first Tuesday of every other month. Next meeting is June 12 at Redwood Shores Library at 399 Marine Parkway in Redwood City.
- Public Information/Participation subcommittee usually meets 10:00 am to noon, second Tuesday of every other month. Next meeting is July 10 at location TBD.
- Municipal Maintenance subcommittee usually meets noon to 1:00 pm (\$10.00 lunch), fourth Wednesday of the month, quarterly. Next meeting is August 22.
- Parks Maintenance and Integrated Pest Management work group usually meets 1:30 to 3:00 pm, fourth Tuesday of the month, approximately three times per year. The next meeting is tentatively scheduled for July 24.
- Trash work group usually meets 10:00 to noon, fourth Wednesday of the month, quarterly. Next meeting will likely be in June, date and location TBD.
- Commercial/Industrial/Illicit Discharge Control subcommittee usually meets 1:00 to 2:30 pm, third Wednesday of the month, quarterly. Next meeting is June 20 at San Mateo County Environmental Health's offices, 2000 Alameda de las Pulgas, San Mateo.
- Water Utility Training Work Group work group is ad-hoc and meets as needed. Next meeting is May 14, 1:00 to 3:00 pm in the Annex Building (Little House), 1600 Floribunda Ave., Hillsborough.
- Watershed Assessment and Monitoring subcommittee usually meets 10:00 am to noon, second Thursday of the month, approximately three times per year. Next meeting will be May 10 at San Mateo County Environmental Health's offices, 2000 Alameda de las Pulgas, San Mateo.

2012 NPDES TAC Attend	dance Record							Mo	nth					
AGENCY AND NAME	Telephone #	Email Address	Jan*	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SMCWPPP/ CCAG														
Matt Fabry	599-1419	mfabry@co.sanmateo.ca.us	Х	Х	Х	Х								
Richard Napier	599-1420	rnapier@co.sanmateo.ca.us		Х		Х								
Sandy Wong	599-1409	slwong@co.sanmateo.ca.us												
EOA, Inc.														
Jon Konnan	510 832-2852 x111	jkonnan@eoainc.com	Х	Х	Х	Х								
Adam Olivieri	510-832-2852x115	awo@eoainc.com												
Regional Board														
Sue Ma	510-622-2386	sma@waterboards.ca.gov												
Selina Louie	510-622-2383	slouie@waterboards.ca.gov												
Atherton														
Steve Tyler	752-0570	styler@ci.atherton.ca.us												
Belmont														
Gilbert Yau	595-7425	gyau@belmont.gov												
Leticia Alvarez	595-7469	lalvarez@belmont.gov	Х		Х									
Dalia Corpus	595-7468	dcorpus@belmont.gov												
Brisbane														
Randy Breault	415-508-2130	rbreault@ci.brisbane.ca.us	Х											
Karen Kinser	415-508-2133	kkinser@ci.brisbane.ca.us												
Shelley Romriell	415-508-2128	sromriell@ci.brisbane.ca.us		Х		Х								
Burlingame														
Victor Voong	558-7230	vvoong@burlingame.org	Х	Х	Х	Х								
Eva Justimbaste		eva.justimbaste@veoliawaterna.com												
Steve Daldrup		stephen.daldrup@veoliawaterna.com			Х	Х								
Colma														
Muneer Ahmed	757-8888	muneer.ahmed@colma.ca.gov	Х		Х									
Brad Donohue				Х		Х								
Daly City														
Cynthia Royer	991-8203	croyer@dalycity.org	Х											
Jesse Myott	991-8054	jmyott@dalycity.org		Х	Х									
East Palo Alto														
Michelle Daher	853-3165	mdaher@cityofepa.org	Х	Х	Х	Х								
Foster City														
Norm Dorais	286-3279	ndorais@fostercity.org		Х	Х									
Mike McElligott	286-8140	mmcelligott@fostercity.org												
Half Moon Bay														
Muneer Ahmed		muneer@csgengr.com	Х		Х									
Brad Donohue				Х		Х				Ì			1	
Hillsborough														
Dave Bishop	375-7588	dbishop@hillsborough.net	Х	1						Ì			1	
Jen Chen	375-7488	jchen@hillsborough.net		1						Ì			1	
Catherine Chan		cchan@hillsborough.net	Х		Х									
Menlo Park														
Rebecca Fotu	330-6765	rlfotu@menlopark.org	Х	Х	Х	Х				Ì			1	
Matt Oscamou	330-6742	mboscamou@menlopark.org								<u> </u>				

^{*} January meeting held via conference call

2012 NPDES TAC Attendar	nce Record		Month											
AGENCY AND NAME	Telephone #	Email Address	Jan*	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Millbrae	'					· ·	,			Ŭ	·			
Khee Lim	259-2347	klim@ci.millbrae.ca.us	Х											
Anthony Riddell	259-2337	ariddell@ci.millbrae.ca.us												
Kelly O'Dea	259-2448	kodea@ci.millbrae.ca.us			Х	Х								
Pacifica														
Raymund Donguines	738-3768	donguinesr@ci.pacifica.ca.us	Х	Х	Х	Х								
Elizabeth Claycomb	738-7361	claycombe@ci.pacifica.ca.us												
Portola Valley														
Howard Young	851-1700x214	hyoung@portolavalley.net		Х										
Redwood City														
Marilyn Harang	780-7477	mharang@redwoodcity.org	Х	Х		Х								
Peter Vorametsanti				Х		Х								
Harry Kwong	650-780-7473					Х								
San Bruno														
Gino Quinn	616-7169	gquinn@sanbruno.ca.gov												
Robert Howard	616-7179	rhoward@sanbruno.ca.gov												
San Carlos														
Ray Chan		rchan@cityofsancarlos.org												
San Mateo, City														
Shelli St. Clair	522-7342	sstclair@cityofsanmateo.org	Х	Х	Х									
Debra Bickel	522-7343	dbickel@cityofsanmateo.org												
San Mateo, County														
Dermot Casey	372-6257	djcasey@co.sanmateo.ca.us		Х	Х	Х								ļ
Julie Casagrande	599-1457	jcasagrande@co.sanmateo.ca.us	Х	Х		Х								
Mary Bell Austin	372-6259	maustin@co.sanmateo.ca.us												ļ
Tim Swillinger	372-6245	tswillinger@co.sanmateo.ca.us												
Carole Foster		cfoster@smcgov.org			Х									ļ
So. San Francisco														
Cassie Prudhel	829-3840	cassie.prudhel@ssf.net	Х	Х										
Rob Lecel	829-3882	rob.lecel@ssf.net			Х	Х								
Shoshana Wolff	829-3880	shoshana.wolff@ssf.net												
Woodside														
Gratien Etchebehere	851-6790	getchebehere@woodsidetown.org												
Dong Nguyen	851-6790	dnguyen@woodsidetown.org			Х	Х								
Caltrans														
John Michels	510-622-5996	jmichels@caltrans.ca.gov												
Guests/Public														
Attendance			18	19	19	19	0	0	0	0	0	0	0	0



NPDES Stormwater Technical Advisory Committee (TAC) REPORT OF MEETING

TUESDAY, APRIL 17, 2012 10:00 to NOON CITY OF REDWOOD CITY

1. INTRODUCTIONS, ANNOUNCEMENTS, ADOPTION OF PREVIOUS MEETING REPORT, AND AGENDA REVISIONS

Self-introductions were made. Matt Fabry, Program Coordinator, announced that it was Marilyn Harang's last TAC meeting as she retires from Redwood City and thanked her for her years of contribution to the Countywide Program, including her time as chair of the Public Information/Participation subcommittee and coordinator of the Program's annual participation at the County Fair. Attendees wished Marilyn well. Matt provided numerous announcements, including: 1) he had received no comments on the "Guidance on Stormwater Technical Advisory Committee Representatives" and therefore the version on the Program's website is considered final; 2) reminder for the Inspector Training workshop on April 25 in South San Francisco; 3) update on the Contra Costa County Clean Water Program's Proposition 218 effort, with over 100,000 ballots received and being counted, exceeding a 25% return rate – results should be known in a matter of weeks; 4) upcoming May 16 joint meeting for municipal solid waste/recycling and stormwater staffs to discuss opportunities for collaboration on trash reduction issues; 5) Matt submitted a letter of interest to US EPA for receiving technical assistance to quantify the benefits of green infrastructure for green street and parking lot retrofits; 6) still awaiting results of joint C/CAG – SamTrans Urban Greening grant applications for Complete Streets projects on El Camino Real (POST-MEETING UPDATE - C/CAG applications were not selected to proceed); 7) the Bay Area Stormwater Management Agencies Association (BASMAA) grant applications for EPA's Water Quality Improvement Fund were not selected to submit full proposals; 8) public records requests for receiving water sampling data were issued to the Countywide Program and County Health (and other entities in Santa Clara, Alameda, and Contra Costa Counties) by San Francisco Baykeeper. Matt is working with C/CAG's legal counsel to provide a response. The March minutes were adopted as written. No changes were made to the agenda.

2. PRESENTATIONS

A. DRAFT 2012/13 COUNTYWIDE PROGRAM BUDGET

Matt summarized the major highlights of the draft 2012/13 budget, as detailed in the staff report. Jon Konnan with EOA provided additional detail and highlighted changes made in response to comments from the Budget Work Group. Attendees provided feedback on the budget, including concerns about providing sufficient funding for outreach related to the countywide plastic bag ban effort currently underway and citizen monitoring groups. Matt indicated the existing public outreach/education budget was generally constrained by the dollar amounts set in the three year contract with County Health, but that need for additional outreach could be evaluated as the countywide effort progressed and a mid-year budget change could be initiated if needed to provide additional support. There was also concern expressed about fully expending the existing fund balance in 2012/13 and suggestions to reduce the estimated Proposition 218 expenditure for 2012/13 given that much of the effort would likely be spread out into future years. Attendees recommended the draft budget be submitted for approval to the C/CAG Board.



B. WATER BOARD REVIEW OF PROVISIONS C.4, C.5, AND C.6 IN 2010/11 ANNUAL REPORTS

Matt reported that Water Board staff issued a letter detailing the results of a "completeness review" with regard to Provisions C.4, C.5, and C.6 based on its review of the 2010/11 Annual Reports. While it did not appear there were any major red flags, it was clear San Mateo copermittees continue to submit reports with questions left blank. Matt reiterated the need to answer every question in the report and that if something is not applicable, to indicate as such rather than leaving it blank. Municipal representatives should contact Matt or EOA if they have any questions about how to answer a question in the Annual Report forms.

C. 2011/12 ANNUAL REPORT FORMS AND GUIDANCE/TRAINING

Matt reported that a revised annual reporting form template had been submitted by BASMAA to the Water Board on April 1 as allowed under the Municipal Regional Permit requirements. The major proposed revisions addressed Provisions C.3 and C.10 with minor cleanup and guidance revisions throughout. C.3 revisions included new reporting requirements associated with the Special Projects criteria approved last November, and C.10 revisions included new tables for reporting trash load reduction efforts consistent with the BASMAA Trash Load Reduction Tracking Methodology submitted to the Water Board in April. BASMAA is awaiting feedback from Water Board staff before finalizing the forms for distribution to copermittees.

Matt and Jon solicited feedback from the attendees with regard to interest in and need for another training session on annual reporting. The group supported another training session and some attendees recommended incorporating breakout sessions on individual provisions in addition to a general overview to allow attendees to get focused assistance on reporting sections of concern. Matt said he would work with Jon to develop a draft training program for consideration.

D. BASMAA/CASQA UPDATES

Matt reported on the State Water Board's proposed amendments to the Ocean Plan and potential impacts to the few copermittees on the coast side that don't discharge to the Fitzgerald Reserve Area of Special Biological Significance (ASBS). The California Stormwater Quality Association (CASQA) is drafting a comment letter detailing technical and other concerns. Matt encouraged ocean dischargers to be aware of the proposed amendments and potential impacts.

3. SUBCOMMITTEE AND WORKGROUP REPORTS

Due to lack of time, attendees were referred to subcommittee reports in the agenda packet for updates.

A. PUBLIC INFORMATION/PARTICIPATION

Meeting summary was included in agenda packet.

B. COMMERCIAL/INDUSTRIAL AND ILLICIT DISCHARGE

Meeting summary was included in agenda packet.

C. NEW DEVELOPMENT

Meeting summary was included in agenda packet.

D. MUNICIPAL MAINTENANCE ACTIVITIES

- 1) MUNICIPAL MAINTENANCE SUBCOMMITTEE Meets August 22.
- 2) PARKS MAINTENANCE & IPM WORKGROUP Next meeting April 24th.

E. TRASH SUBCOMMITTEE

Next meeting TBD.

F. WATERSHED ASSESSMENT AND MONITORING

Meets May 10.



2. PUBLIC COMMENTS

There were no members of the public at the meeting.

3. NEXT MEETING

The next TAC meeting will be held on May 15 at 10 am in Colma.

MEETING ADJOURNED





NPDES Technical Advisory Committee Agenda Report

Date: May 15, 2012

Item: 2A

From: Matthew Fabry, Program Coordinator

Subject: 2010/11 Annual Report Review, Notices Of Violation, And Information Requests

Summary

Regional Board staff has issued 2010/11 Annual Report review letters detailing copermittee compliance with Provisions C.4, C.5, C.6, and C.9. In addition, Regional Board staff has issued Notices of Violation and Deficiencies, and Information Requests to San Mateo copermittees in recent weeks.

Recommendations

Receive information regarding Regional Board review letters, Notices of Violation, and Information Requests.

Discussion

Regional Board staff issued "Completeness Review" letters for Municipal Regional Permit (MRP) Provisions C.4, C.5, and C.6 on March 26 and for Provision C.9 on April 23. These letters detail Board staff's review of copermittee's 2010/11 Annual Reports and document whether reporting information is complete and whether deficiencies exist. At the time this agenda item was prepared, Board staff had also issued twelve Notices of Violation (NOV), four Notice of Deficiencies (NOD), and six Information Requests to San Mateo copermittees. Seven of the Notices of Violation are for failure to comply with Provision C.3 (as identified through review of the 2010/11 Annual Reports), four NOVs and three NODs are for compliance issues with Provision C.9 (as identified through review of the 2010/11 Annual Reports), and one NOV and one NOD are for compliance issues identified through the Provision C.6 data pulls Board staff made last December. EOA staff prepared summary tables for the different categories of NOVs (see attached). Some key takeaway points from the Board's communications:

- Don't leave blanks on the annual report forms. If something doesn't apply to your jurisdiction, put N/A or explain why it doesn't apply.
- Regular attendance at subcommittee meetings keeps staff informed of current issues and MRP requirements and may help reduce likelihood of receiving an NOV.
- Agencies that have received an NOV can expect greater scrutiny from Water Board staff.
- The Bay Area Stormwater Management Agencies Association (BASMAA) Board of Directors identified concerns with the Regional Board's C.9 letter and believes some of their requests go beyond MRP requirements. BASMAA transmitted those concerns to Board staff on May 8 (see attached), but it did not appear to change Board staff's position on copermittee compliance. BASMAA intends to discuss these issues further with Regional Board staff in the near future.

Attachments

Summary Tables of Notice of Violation Issues BASMAA Communication to Regional Board on C.9 Review Letter

	MRP Provision	s Violated (20	10/11)			
San Mateo County Agencies	C.3.a Performance Stds (reported in Annual Report)	C.3.b Regulat-ed Projects (reported in Annual Report)	C.3.h O&M inspections (reported in Annual Report)	C.6 Const. Site Inspections (based on data pull)	C.18 Failure to Certify Annual Report under Penalty of Law	Received NOV for 2009/10 compliance
Atherton	✓		✓			Yes
East Palo Alto	✓		✓			Yes
Foster City	✓	✓	✓			Yes
Hillsborough			✓			No
Millbrae	✓		✓	✓		No
San Mateo County uninc.		✓	✓			Yes
Woodside	✓				✓	Yes
TOTALS	5	2	6	1	1	

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San Mateo County Agencies	C.3 New Development and Redevelopment	C.6 NOV Construction Site Control	C.18 Standard Provisions
Atherton	 C.3.a Did not report anything. Stated "Not required for this report." C.3.h.iv(1) Did not include the Reporting Table on Operation & Maintenance Inspections. C.3.h.iv(2) Failed to provide a discussion on findings of O&M verification inspections. C.3.h.iv(3) Failed to provide a discussion of the O&M verification inspection program. 		
East Palo Alto	 C.3.b Table of Regulated Projects was incomplete. C.3.h Did not implement an operation & maintenance verification inspection program (no inspections in FY 2010/11) 		
Foster City	 C.3.a.i(1) Did not provide a clear statement of City's authority for implementing C.3. C.3.a.i(2) Did not provide an adequate summary of development review procedures for implementing C.3. C.3.a.i(4) Did not provide a summary of staff training regarding C.3. C.3.a.i(5) Statement regarding C.3 outreach activities was unclear. C.3.b Reported that only the runoff from the parking lot of a development project received stormwater treatment, not runoff from the building; left blank cells in the Table of Regulated Projects. C.3.b Conditions of approval for a regulated project incorrectly stated that the Countywide Program maintains compliance with the MRP. 		
Hillsborough	C.3.h.ii(6) Did not inspect 20% of installed treatment measures. [Note: there is 1 installed treatment measure, which the Town planned to inspect once every 5 years.]		
Millbrae	 C.3.a.i(4) Did not provide adequate training on C.3. C.3.a.i(6) Did not encourage site design measures in projects not regulated by C.3. C.3.h Did not implement an operation & maintenance 	 Inspection forms do not show that corrections of violations were verified. C.6 tracking table fails to show that all required monthly inspections were conducted during wet season. 	

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San Mateo County Agencies	C.3 New Development and Redevelopment	C.6 NOV Construction Site Control	C.18 Standard Provisions
	verification inspection program.	Failed to inspect one property through all phases of construction.	
San Mateo County uninc.	 C.3.b Incorrectly reported on Regulated Projects by stating that, for projects that do not require discretionary approval, the date of execution of the O&M agreement would be used in place of the Final Discretionary Approval date. (NOV states that the building permit date should be used.) C.3.h Submitted the County's own table of O&M verification inspections, instead of using the Annual Report Template table; the submitted table did not include all the required information. C.3.h Failed to implement an O&M verification inspection program by not conducting any O&M verification inspections in FY 2010/11. 		
Woodside	 C.3.a.i(1) Did not provide a clear statement of City's authority for implementing C.3. C.3.a.i(2) Did not explain how potential water quality effects will be evaluated and appropriate mitigation measures identified when conducting environmental reviews. C.3.a.i(4) Did not provide specific dates of training sessions attended by Town staff. C.3.a.i(5) Although the Annual Report stated that C.3 outreach materials are placed at the Building and Planning counters, NOV states that the Annual Report must also include a summary of C.3 training for developers, contractors, etc., and describe events at which Town staff has distributed outreach materials. C.3.a.i(6) & (7) Incorrectly discussed erosion and sedimentation control measures instead of describing how site design measures and source controls are encouraged in non-Regulated Projects. C.3.a.i(8) Did not provide a summary of General Plan revisions. 		Failed to include a certification under penalty of perjury statement signed by an appropriate person.

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Water Board Staff Comments on Provision C.9 of FY 11-12 Annual Reports (April 23, 2012 Letter)

	MRP Provisions Identified as Deficient (D) or Not in Compliance (N) in Water Board Staff Review (2010/11)				Type of Enforcement Letter Issued		
San Mateo County Agencies	C.9.a Adopt IPM policy or ordinance	C.9.b pesticide use trends	C.9.c Employee Training	C.9.d IPM contract specs	Notice of Violation	Notice of Deficiency	
Burlingame				N	X		
East Palo Alto		N			NC	NONE	
Hillsborough	N			Ν	Х		
Menlo Park	N			N	Х		
South San Francisco	N			N	Х		
San Bruno	D			D		X	
San Carlos				D		Х	
Woodside				D		Х	

Water Board NOV and NOD Letters for C.9.d Require Contractors to Implement IPM

(Annual Report requires submittal of standard contract specifications or contractors certification to demonstrate compliance)

City	NOV or NOD issued May 9th	Water Board Comments in Review Letter	NOV/NOD Letter Requirements
Burlingame	NOV	A request for bids to spray pesticides is attached.	Submit a copy of contract(s) for pesticide services containing specifications requiring IPM and signed by each landscape and structural weed and pest control contractor
Hillsborough	NOV	Town hasn't required IPM because contractors use only "herbicidessafe to creeks". Note that herbicides can have serious impacts to creeks.	hired by the city within four weeks of this Notice of Violation. Permittees who prefer to focus on performance over paperwork should consider the following compliance option:
Menlo Park	NOV	no contract specs exist. Contractors are made aware of City's IPM policy. Service contracts are reviewed by IPM Coordinator.	Rather than submit forthwith contract specifications, track and report all pesticides used in the Town. Brief statements of IPM methods tried before resorting to pesticide usage will be reported as well, if usage increases or does not decrease over time, for example. If you select this compliance option, submit a table (or similar) to be used to collate/report the entire city's pesticide usage. The table must indicate each department and contract under which pesticides may be applied. Also submit a brief description of how the data will be collected from each City department, stored, and evaluated for compliance with IPM methods.
South San Francisco	NOV	Inadequate. Contract specs only require "familiar with various IPM programs" but do not require IPM be implemented or state the IPM hierarchy	In your next Annual Report, please briefly document how you will correct these deficiencies. Some options for coming into full compliance are discussed below. (1) Rather than resubmit an improved IPM policy and contract specifications, track and report all pesticides
San Bruno	NODª	2007 2-hour EcoWise Orientation cert for Jacobe Soto does not guarantee use of IPM hierarchy. How does the City check that IPM is followed? We recommend tracking all	used in the Town. (2) You may amend your Town's pest control contracts to include unambiguous specifications that contractors must follow the IPM hierarchy, signed by each landscape and structural weed and pest control contractor hired by the

City	NOV or NOD issued May 9th	Water Board Comments in Review Letter	NOV/NOD Letter Requirements
		pesticides used to show use is decreasing.	municipality. If the new specifications cannot be enforced immediately, provide the date they will go into effect.
San Carlos	NOD	RFP specs for turf mngt sent separately say to follow City's IPM policy & ask before applying the MRP pesticides. General Comment: For the 2 nd year we note that San Carlos has not submitted an IPM policy of adequate contract specs. Those (policy & contract specs) submitted to not require IPM. However, San Carlos staff have demonstrated they are working (at reduced staffing level) to comply with these requirements.	(3) The MRP allows Permittees to hire IPM-certified contractors to fulfill the requirements of Provision C.9.d. Under this option, the actual landscape and structural pest control contractor(s) who work within your municipality must have documented IPM certification. For contractors with GreenPro certification, the branch office that provides your pest control services must be specifically certified; we recommend requiring the branch office to have either gone through a field audit or be preparing to go through a field audit. Provide unambiguous documentation for each of your contractors in the next Annual Report.
Woodside	NOD	Town has requested that Terminix provide documentation of its IPM methods.	

Notes:

^a San Bruno also received a NOD for Provision C.9.a. The Board's comments were "City to adopt weaker SM Co policy in 2011. Has Recommendations & preferences in lieu of requirements. General Comment: The IPM policy must be strengthened to require IPM." The required response was the same wording for those with only a deficiency for C.9.d.

Review Comments for Permittees that Received "D" or "N" for Annual Reports Reviews

Water Board Staff Comments	EOA Staff Notes	Discussion with City staff								
CITY OF BURLINGAME										
C.9.d Require Contractors to Implement IPM										
N – A request for bids to spray pesticides is attached. General Comment: This is 2nd year we've noted the lack of contract specs. For next Annual Rpt: Either submit contract specs for all contractor pesticide applications or track all pesticide usage to demonstrate the use is decreasing. Burlingame already tracks herbicide usage (& presumably any insecticides used as well), so we will look for a comparison in next year's Annual Report	The City attached a request for bids that mentions that it requires the contractor to implement IPM. This is dated April 2010. The MRP (and Annual Reporting form) require standard contract specifications or contractors' certification to confirm compliance. The City should submit the contract that they developed with the selected contractor that includes specifications requiring contractors to implement IPM.	Currently there is no representative for the Parks Maintenance & IPM Subcommittee. TAC representative has been contacted.								
CITY OF EAST PALO ALTO										
C.9.b Pesticide Use Trends										
N – FY 11-12 data not reported. FY 10-11 data are reported; need units (gal or lb)	The City submitted FY 10-11 data in the FY10-11 Annual Report as required. Since FY 09-10 data were not available, they stated that FY 11-12 data will be provided for comparison. The intention is that FY 11-12 data will be provided in the FY 11-12 Annual Report.	Michelle Daher, will respond to Jan O'Hara, WB, directly to address the "N" comment.								
	There is a table at the end of Section C.9 that describes pesticide use data. Units are included in this table.									
TOWN OF HILLSBOROUGH										
C.9.a Adopt IPM Policy										
N - Public Works to "adopt" revised policy. Date not given. Copy not attached.	The Council adopted an IPM Policy in 2003. The Town is reviewing the Policy to ensure that it covers all MRP requirements. They will adopt a revised policy if needed.	City staff drafting response for review by EOA staff before submitting to WB staff.								

Water Board Staff Comments	EOA Staff Notes	Discussion with City staff
C.9.d Require Contractors to Implement IPM		
N – Town hasn't required IPM because contractors use only "herbicidessafe to creeks". Note that herbicides can have serious impacts to creeks.	The Town clarified in its AR that "The Town has not required contractors to implement IPM due to the substance used by Town hired Contractors is herbicides that is environmentally safe to the creeks, if it enters the waterbody(ies). Though this is not required, the Town will require that future contractors are aware of the Town's IPM Policy that will be readopted. To ensure future complete compliance with the MRP, the Town will plan to require and/or encourage that future Contractors to be EcoWise or GreenPro certified".	City staff drafting response for review by EOA staff before submitting to WB staff.
CITY OF MENLO PARK		
C.9.a Adopt IPM Policy		
N - Staff looking at Countywide IPM policy & may make update in 2011-12. General Comment: Menlo Park's 1998 IPM policy contains some good concepts, but is quite long and not easily implementable, such as updating annually, etc. (The site-specific policies resort to chemicals readily).	The City has an IPM Policy adopted by the City Council in 1998. The suggestions and interpretations of what an IPM policy should include are not required in the MRP. It is not clear why WB staff have marked this as "N".	The City believes the 1998 policy is more detailed that the template developed by SMCWPPP. Will wait until they have information on contract specifications (see below) also before responding to WB.
C.9.d Require Contractors to Implement IPM		
N - no contract specs exist. Contractors are made aware of City's IPM policy. Service contracts are reviewed by IPM Coordinator.	The FY 10-11 AR states that "all Contractors hired for pest control services are made aware of Menlo Parks IPM Plan and are required to work within its regulations. All service contracts are reviewed by IPM Coordinator for IPM plan compliance". Since it is required by the MRP, the City should submit the contract specs.	City has not responded to recent offers of assistance.

Water Board Staff Comments	EOA Staff Notes	Discussion with City staff
CITY OF SOUTH SAN FRANCISCO		
C.9.a Adopt IPM Policy		
${f N}-{f C}$ ity to adopt updated policy, date not specified and new policy not attached. No response to email request for the policy.	The City states in the FY 10-11 AR that the SMCWPPP Model IPM Policy will be adopted in FY 11-12. If the City has an IPM Policy, they should submit it to WB staff.	Previously City staff requested a copy of the Countywide IPM policy template. City has not responded to recent offers of assistance.
C.9.d Require Contractors to Implement IPM		
N - Inadequate. Contract specs only require "familiar with various IPM programs" but do not require IPM be implemented or state the IPM hierarchy	The City submitted several of pages of their contract specifications that state that the contractor "should be familiar with IPM and may be asked to implement an IPM Program".	City has not responded to recent offers of assistance.
CITY OF SAN BRUNO		
C.9.a Adopt IPM Policy		
D - City to adopt weaker SM Co policy in 2011. Has Recommendations & preferences in lieu of requirements. General Comment: The IPM policy must be strengthened to require IPM.	The City has an IPM Policy adopted by the Council in 2003. The City adopted the SMCWPPP Model IPM Policy in March 2011. Copies of both Policies are included in the AR. For the City of Santa Clara, WB staff actually recommended using the SMCWPPP Model IPM Policy. It is not clear why they received an "N".	The City adopted the IPM Policy in March 2011. Jeff Madonich will contact Jan O'Hara, WB, directly to provide additional information.

Water Board Staff Comments	EOA Staff Notes	Discussion with City staff			
C.9.d Require Contractors to Implement IPM					
D - 2007 2-hour EcoWise Orientation cert for Jacobe Soto does not guarantee use of IPM hierarchy. How does the City check that IPM is followed? We recommend tracking all pesticides used to show use is decreasing.	The wrong certificate was submitted. The City has the correct certificate and can submit it to the WB staff.	The wrong certificate was submitted. Jeff Madonich will contact Jan O'Hara, WB, directly to submit the correct certificate.			
CITY OF SAN CARLOS					
C.9.d Require Contractors to Implement IPM					
D - RFP specs for turf mngt sent separately say to follow City's IPM policy & ask before applying the MRP pesticides.	Contract specs were not included in AR. From WB staff comment, it appears that specs were submitted separately but were found deficient.	City has not responded to recent offers of assistance.			
General Comment: For the 2 nd year we note that San Carlos has not submitted an IPM policy of adequate contract specs. Those (policy & contract specs) submitted to not require IPM. However, San Carlos staff have demonstrated they are working (at reduced staffing level) to comply with these requirements.					

Information Requests for Acceptable (A) and Conditionally Acceptable (CA) Reviews

Water Board Staff Comments	Response	
C.9.a Adopt an IPM Policy or Ordinance		
City adopted IPM policy in 2003. Recommend (Atherton) consider using the revised San Mateo countywide IPM policy, or track all pesticide usage in order to demonstrate that the IPM policy is effective.	The suggestions/guidance/interpretations of what an IPM policy	
The 2004 policy approved by (Millbrae) City Manager is not a robust IPM policy by current standards. (No recommendations or comments made concerning this statement).	should include are not required in the MRP other than to include provisions to minimize reliance on pesticides that threaten water quality and to require the use of IPM in municipal operations and	
City (San Mateo) adopted IPM Policy in 2003. An updated policy is scheduled to be adopted before June 30, 2012. The very late adoption of an acceptable IPM policy is conditionally acceptable for this review period, because the City has demonstrated for 2 years that it is decreasing pesticide usage.	on municipal property. BASMAA letter to WB staff will address this issue.	
C.9.d IPM Contract Specifications or Contractor Certifications		
Water Board staff seems to feel that any use of pesticides indicates that contractors are not implementing IPM. (e.g., Daly City)	The MRP does not require municipalities to eliminate all pesticide use. BASMAA letter to WB staff will address this issue.	
Quality Pro Green certifications do not equate to the particular employee using IPM. (Submitted by Atherton, Belmont, East Palo Alto, Half Moon Bay). Other types of certifications (dated EcoWise cert for Pestec by Millbrae, IPM brochure by Pacifica, Clark's IPM Innovator Award by Portola Valley) do not guarantee the contractor is using IPM. The WB staff is asking for the next Annual Report cities demonstrate contractor actually implements IPM by submitting contractor specifications or track all pesticide usage to demonstrate that the use is decreasing.	The MRP and Annual Report form, approved by WB staff, accept a copy of contractor's certification as a method to demonstrate compliance. BASMAA letter to WB staff will address this issue.	

Response to Regional Water Board Staff Comments to Permittees on Provision C.9 of FY 11-12 Annual Reports

Regional Water Board Staff Comments	Response			
C.9.a. Adopt an IPM Policy or Ordinance				
IPM Policies that have not been approved by city/town councils have been marked "conditionally acceptable". IPM policy adopted by Public Works Director in a small city is acceptable.	The Permit does not require Permittees to take their IPM Policies to governing bodies for approval. Local agencies have different mechanisms for adopting policies and many agencies do not need to take policies to their governing body for approval. As long as the policy applies to the entire jurisdiction, the mechanism for adoption should be up to each local agency.			
Policy or ordinance contains vague wording. An acceptable IPM policy should state clearly pesticides are used as last resort and include IPM hierarchy.	Additionally, the MRP does not specify applicability thresholds based upon population or any other size criteria for whether adoption of a policy of a Public Works Director is acceptable. The Permit does not dictate the definition, wording, or content of an IPM policy other than to include provisions to minimize reliance on pesticides that threaten water quality and to require the use of IPM in municipal operations and on municipal property. Additionally, the UC IPM Program defines the role of pesticides in IPM as "pesticides are used only when needed" (http://www.ipm.ucdavis.edu/GENERAL/whatisipm.html), which is not the same as used as last resort, and the UC IPM Program			
	definition does not include a hierarchy.			
C.9.b. Implementation of IPM Policy or Ordinance/Pesticide Use				
Permittees are requested to track and report trends in <u>all</u> pesticides used, not only those that are known or potential threats to water quality.	The MRP requires Permittees to implement a pesticide toxicity control program (i.e., IPM policies/ordinances, written standard operating procedures, training, outreach, etc) for pesticides that threaten water quality and that have the potential to enter the municipal conveyance system.			
In many cases, use of pyrethroids is being marked as "conditionally acceptable", even when Permittees are providing a reason for the use.	The MRP does not require Permittees to stop using pyrethroids. Permittees will continue to minimize pesticide use by implementing IPM. It should be noted that in many instances pesticides (including pyrethroids) are used indoors or in baits and this does not impact water quality.			

Response to Regional Water Board Staff Comments to Permittees on Provision C.9 of FY 11-12 Annual Reports

Regional Water Board Staff Comments	Response
C.9.d. Require Contractors to Implement IPM	
Suggestion that any use of pesticides indicates that contractors are not implementing IPM.	As mentioned earlier, the MRP does not require municipalities to stop using pesticides, and IPM may include use of pesticides.
Corrections or Information Needed	
Suggested solutions for solving agency pest problems.	This comment goes beyond MRP requirements. A review of the Annual Report should not be used to recommend solutions and require responses to those recommendations.
Municipalities are requested to analyze the use of all pesticides, even though it is possible that the pesticides were used indoors and did not pose a threat to water quality.	This comment goes beyond MRP requirements. The MRP requires that Permittees provide justification only for known or potential threats to water quality.
Cities are requested to simplify their IPM Policies.	This comment goes beyond MRP requirements. As long as a Permittee has an adequate IPM Policy, it should be acceptable.
An IPM Policy that does not address the use of pyrethroids on pets should be re-considered because indoor use could be of concern to POTWs.	This comment goes beyond MRP requirements.
IPM certification is not specific to a single operator.	This comment goes beyond MRP requirements. The MRP requires use of a IPM-certified contractor or contract specifications requiring contractors to implement IPM. The MRP does not require each employee to be IPM certified. Ecowise and GreenPro certify companies as well as individuals, and Green Shield certifies only companies.



NPDES Technical Advisory Committee Agenda Report

Date: May 15, 2012

Item: 2B

From: Matthew Fabry, Program Coordinator
Subject: Annual Report Training Preparation

Summary

Staff is working with EOA to prepare a training session on completing Annual Report forms and soliciting feedback on timing and content for the training.

Discussion

TAC reps indicated a desire to have another training session in early FY 2012/13 on completing the annual report forms. Staff is working with EOA to plan the training session and will likely solicit feedback on the planned training approach (e.g., attempting to incorporate breakout sessions or other means of training such as videos) at the June TAC meeting. Staff is considering scheduling this training in July well in advance of the September 15 due date, but would like feedback from TAC representatives on copermittee preferences for timing. Some jurisdictions want to start their reports before the end of the current fiscal year so that if any deficiencies are identified, there is still time to make corrections during the reporting year while others are likely to wait until late August or early September to start their report. There is also the inevitable conflict with summer vacations to consider.



NPDES Technical Advisory Committee Agenda Report

Date: May 15, 2012

Item: 2C

From: Matthew Fabry, Program Coordinator

Subject: 2012/13 Countywide Program Budget Follow-up

Summary

After TAC reps gave approval for submitting the draft 2012/13 Countywide Program budget to C/CAG for formal approval as part of C/CAG's overall budget, staff made some minor changes based on revised expectations for expenditures in the current fiscal year and direction from C/CAG's Executive Director.

Recommendation

Receive revised summary information on the proposed 2012/13 Countywide Program budget.

Discussion

After the April TAC meeting, staff made several revisions to the draft budget. First, the anticipated ending fund balance for 2011/12 was updated based on revised expectations for income and expenditures during the remainder of the fiscal year. One significant change is removing from the revenue section approximately \$250K in funds the Countywide Program has already contributed to BASMAA and the BASMAA EPA grant. While these funds help cover the Countywide Program's compliance costs, they are not really revenue as the funds are either already held by BASMAA or go directly to BASMAA, not Countywide Program. Staff also revised expected consultant expenditures to account for anticipated activities in EOA's contract that will not be performed until after the end of the fiscal year. Much of this is under the monitoring provision (C.8) and is a direct result of the relatively dry winter delaying some of the planned monitoring activities. As such, staff has carried over \$150K in expenditures from FY 2011/12 to FY 2012/13, which is offset in 2012/13 by a corresponding increase in the starting fund balance. There were also minor revisions to the expected total for administrative expenses for the year. Overall, these various changes resulted in a decreased starting fund balance for 2012/13 of approximately \$80K.

Secondly, C/CAG's Executive Director recommended two changes, including revising the plan to fully expend the existing fund balance in 2012/13 to spending half in 2012/13 and half in 2013/14, which leads to an increased dependence on Measure M vehicle registration funds in 2012/13 and less in 2013/14, and shifting half of the proposed Proposition 218 contingency fund for 2012/13 to 2013/14 assuming that is a more realistic time frame for when the bulk of those funds would be expended. Staff also made one minor revision to the budget summary sheet, moving the County Controller's fee for including the Countywide Program's parcel fee on the tax rolls from the expenditures to the revenue section, as it is a fee taken off the top of the revenue and not a bill paid to the Controller.

The overall impact of these revisions is an approximately \$225K increase in use of Measure M funds over the remainder of the permit term as a result of the decreased starting balance in 2012/13 and splitting use of the fund balance over two years. There will be sufficient accumulated Measure M funds to cover these costs.

At its May 10 meeting, the C/CAG Board will consider approving an amended Measure M Implementation Plan to allow unrestricted use of Measure M funds for Municipal Regional Permit compliance activities, which would support the proposed fund utilization approach in the draft budget. Staff will report on the results of this decision at the TAC meeting.

Attachments

Updated Budget Summary Sheet - Revisions Highlighted

DRAFT April 11, 2012

ENDING RESERVE FUND BALANCE

San Mateo Countywide Stormwater Program
Three Year Planning-level Budget Projections - Summary

Specific Budget Details for FY 2012-13			
Estimated Beginning Fund Balance	\$1,245,152	\$622,576	\$0
Beginning Reserve Fund Balance	\$224,249	\$224,249	\$224,249
NPDES PROGRAM PROJECTED REVENUES			
Investment Income	\$8,000	\$6,226	\$0
Member Contributions (Assessments not on Tax			
Roll)	\$112,133	\$113,142	\$114,160
Property Tax Assessments	\$1,399,749	\$1,412,347	\$1,425,058
Controller's Fee (\$0.33 per parcel)	-\$73,157	-\$74,620	-\$76,113
Total Assessment/Interest Revenues	\$1,446,725	\$1,457,094	\$1,463,105

\$2,691,877

\$2,079,670

Total Source of Funds

					Change Compared to Last Year's
MRP Compliance Tasks	FY 12/13	FY 13/14	FY 14/15	Total	Estimates
Miscellaneous Compliance	\$60,440	\$60,440	\$60,440	\$181,320	\$181,320
C.2 Municipal Operations	\$57,000	\$37,000	\$37,000	\$131,000	-\$45,000
C.3 New Development and Redevelopment	\$461,724	\$90,824	\$85,824	\$638,372	\$160,940
C.4 Industrial and Commercial Site Controls	\$50,000	\$65,000	\$50,000	\$165,000	-\$132,000
C.5 Illicit Discharge Detection and Elimination	\$45,196	\$27,196	\$27,196	\$99,588	\$27,588
C.6 Construction Site Control	\$31,000	\$24,000	\$24,000	\$79,000	-\$11,000
C.7 Public Information and Outreach	\$330,238	\$333,441	\$310,803	\$974,482	\$32,887
C.8 Water Quality Monitoring	\$523,400	\$541,540	\$501,980	\$1,566,920	-\$21,776
C.9 Pesticides Toxicity Controls	\$122,310	\$102,310	\$102,310	\$326,930	\$58,300
C10. Trash Load Reduction	\$253,774	\$253,774	\$160,524	\$668,072	\$353,072
C.11 Mercury Controls & C.12 PCBs Controls	\$276,327	\$186,032	\$53,128	\$515,487	\$281,948
C.13 Copper Controls	\$15,000	\$5,000	\$0	\$20,000	-\$34,200
C.14 PBDEs, Legacy Pesticides, and Selenium	\$0	\$0	\$0	\$0	-\$12,960
C.15 Exempted and Conditionally Exempt Discharges	\$20,000	\$30,000	\$10,000	\$60,000	\$0
Compliance Task Subtotal:	\$2,246,408	\$1,756,557	\$1,423,205	\$5,426,171	\$839,119
Change Compared to Last Year's Estimates:	\$658,131	\$141,438	\$39,551	\$839,119	, , , , ,
Program Management and Oversight					
Consulting Services					
MRP Compliance Tasks from above	\$2,246,408	\$1,756,557	\$1,423,205	\$5,426,171	
Program Coordinator	\$190,000	\$190,000	\$190,000	\$570,000	
.3				***	
Professional Dues & Membership					
BASMAA Dues (population based)	\$37,305	\$38,051	\$38,812	\$114,168	
CASQA Dues (population based)	\$8,250	\$8,415	\$8,583	\$25,248	
Regional Monitoring Program Dues (population based)	\$84,748	\$86,443	\$88,172	\$259,363	
Professional Services					
Engineering Data Services - Property Tax Assessments	\$16,123	\$16,445	\$16,774	\$49,343	
C/CAG Lobbyist - SMCWPPP Share	\$36,000	\$36,000	\$36,000	\$108,000	
Administrative Services					
Executive Director, Admin Assistant of C/CAG	\$35,000	\$35,000	\$35,000	\$105,000	
Administrative/Office Expenses	\$10,392	\$10,600	\$10,812	\$31,804	
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Distributions					
Member Agency Support/Distributions	\$1,000	\$1,000	\$1,000	\$3,000	
<u>Other</u>					
Printing/Postage	\$2,500	\$2,500	\$2,500	\$7,500	
Conferences and Meetings	\$5,000	\$5,000	\$5,000	\$15,000	
Miscellaneous	\$1,000	\$1,000	\$1,000	\$3,000	
Total:	\$2,673,726	\$2,187,012	\$1,856,858	\$6,717,597	
Contingency Tasks (see separate worksheet)	\$456,544	\$771,544	\$246,544	\$1,474,632	
Carryover Consulting Costs from Previous FY	\$150,000	40.050.5	** ***	40.400.0	
Grand Total:	\$3,280,270 FY 12/13	\$2,958,556 FY 13/14	\$2,103,402 FY 14/15	\$8,192,229 Total	
TRANSFER TO RESERVES	\$0	\$0	\$0		
TOTAL USE OF FUNDS	\$3,280,270	\$2,958,556	\$2,103,402		
PROPERTY TAX, MEMBER, INVEST REVENUE	\$1,446,725	\$1,457,094	\$1,463,105		
FUND BALANCE	\$622,576	\$622,576	\$0		
\$4 VEHICLE LICENSE FUNDS UTILIZATION	\$300,000	\$0	\$0		
\$10 VEHICLE LICENSE FUNDS UTILIZATION	\$910,970	\$878,886	\$640,297		
ENDING FUND BALANCE	\$622,576	\$0	\$0		

\$224,249

\$224,249 \$224,249

Last Year's Estimates:

Total	FY 14/15	FY 13/14	FY 12/13
\$0	\$0	\$0	\$0
\$176,000	\$52,000	\$52,000	\$72,000
\$477,432	\$153,122	\$152,473	\$171,836
\$297,000	\$96,000	\$109,000	\$92,000
\$72,000	\$18,000	\$18,000	\$36,000
\$90,000	\$35,000	\$35,000	\$20,000
\$941,595	\$335,053	\$305,885	\$300,657
\$1,588,696	\$509,032	\$541,128	\$538,536
\$268,630	\$84,670	\$80,920	\$103,040
\$315,000	\$65,000	\$150,000	\$100,000
\$233,539	\$9,377	\$124,314	\$99,848
\$54,200	\$16,400	\$16,400	\$21,400
\$12,960	\$0	\$0	\$12,960
\$60,000	\$10,000	\$30,000	\$20,000
\$4,587,051	\$1,383,654	\$1,615,120	\$1,588,278

Note: subtracted EPA grant from above mercury/PCBs budgets.



NPDES Technical Advisory Committee Agenda Report

Date: May 15, 2012

Item: 2D

From: Matthew Fabry, Program Coordinator

Subject: Proposal for Use of \$4 Vehicle Registration Funds

Summary

Staff is proposing options and soliciting feedback for use of approximately \$2.6 million in accumulated \$4 Vehicle License Funds, including distribution of funding for municipal trash reduction measures and expanding C/CAG's Green Streets and Parking Lots Program.

Recommendation

Review proposal and provide feedback on preferred options.

Discussion

C/CAG's original \$4 vehicle license fee (VLF) went into effect during fiscal year 2005/06 and continues through the end of calendar year 2012. During this period, C/CAG has used the funds primarily for the Countywide Program's Green Streets and Parking Lots Program, funding the award-winning San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook and five demonstration projects throughout the county (four of which have been built and one that is in the final design stage), but also to support technical consulting services related to trash reduction efforts under the Municipal Regional Permit (MRP). Assuming C/CAG authorizes unrestricted use of Measure M (\$10 VLF) for MRP compliance activities, thereby creating an additional ongoing source of revenue for Countywide Program activities and relieving the need to maximize use of the \$4 VLF, staff is proposing several options for use of the remaining unallocated \$4 VLF funds.

Staff is proposing two primary uses for accumulated revenue: 1) Support jurisdictions in meeting the MRP-mandated trash load reduction requirements through funding a technical study to identify preferred locations for installing trash capture devices and subsequent planning, design, permitting, and installation/construction of the capture devices; and 2) Expand the existing Green Streets and Parking Lots Program, including providing funding to construct street and parking lot demonstration projects, developing a screening tool to identify retrofit opportunity sites, and developing a countywide alternative compliance/in-lieu fee program.

The total accumulated revenue that is not already allocated for technical consulting services, existing demonstration projects, or MRP compliance efforts is approximately \$2.6 million. Proposed tasks and funding breakdown are shown in the following table:

			Proposed
Component	Subcomponent	Description	Amount
Trash Control	Trash Capture	Funding for planning, design, permitting,	\$1,100,000
	Devices	and installation/construction of trash capture	
		devices that either meet the MRP definition	
		for full capture or will help the municipality	
		meet its trash load reduction requirements.	
	Trash Capture –	Identify preferred locations for installing	\$100,000
	Technical Study for	trash capture devices to help meet trash load	
	Siting Capture	reductions under the MRP	
	Devices		
Green Streets	Green Streets –	Funding for planning, design, permitting,	\$1,100,000
	Demonstration	and construction of green street or parking	
	Projects	lot demonstration projects	
	Green Streets –	Develop GIS-based screening tool to help	\$250,000
	Screening/Modeling	municipalities identify feasible opportunity	
	Tool	sites for green street and parking lot retrofits	
		and model expected water quality and	
		quantity benefits	
	Green Streets –	Develop a countywide alternative	\$50,000
	Countywide	compliance/in-lieu fee program to allow	
	Alternative	banking of developer funds for green street	
	Compliance/In-Lieu	and parking lot retrofits in lieu of	
	Fee Program	performing on-site stormwater management	
		consistent with MRP Provisions C.3.e.	
	TOTAL		\$2,600,000

Attachments

None



NPDES Technical Advisory Committee Agenda Report

Date: May 15, 2012

Item: 2E

From: Matthew Fabry, Program Coordinator

Subject: Funding for Bransten Road Green Street and PCB Treatment Retrofit Project

Summary

The Bransten Road Green Street and PCB Treatment Retrofit Project in San Carlos is currently in the design phase (see attached description). The project is part of Clean Watersheds for a Clean Bay, a BASMAA project that is funding a variety of PCB mitigation projects in the Bay Area through a grant from EPA's San Francisco Water Quality Improvement Fund. The New Development Subcommittee has recommended using \$300,000 of Vehicle License Fee (VLF) revenue to supplement the EPA funding by providing about 50% of the estimated \$600,000 of construction costs. The remainder of construction, engineering design, and effectiveness evaluation monitoring costs are funded through the grant.

Recommendations

Review the attached information regarding the project and provide a recommendation to the C/CAG Board to provide the City of San Carlos with up to \$300,000 from VLF revenues (\$4 VLF) towards construction costs for the Bransten Road project.

Discussion

The project location was selected due to the elevated PCBs found in storm drain sediments along Bransten Road. The project will consist of the construction of bioretention swales in new curb extensions along the roadway. The project purpose and scope is consistent with a designated use of VLF funding - reducing stormwater pollution associated with vehicles and their infrastructure. Implementing the project will help San Mateo County municipalities comply with the following MRP provisions:

- C.3.b.iii Pilot Green Streets: (Bay Area) Permittees shall cumulatively complete, by December 1, 2014, ten pilot green street projects that incorporate LID techniques for site design and treatment that provide stormwater treatment sized in accordance with Provision C.3.d. At least two pilot green street projects shall be constructed in San Mateo County.¹
- C.8.d.ii BMP Effectiveness Investigation: Investigate the effectiveness of one BMP for stormwater treatment or hydromodification management control. The BMP(s) used to fulfill requirements of C.3.b.iii., C.11.e. and C.12.e. may be used to fulfill this requirement, provided the BMP Effectiveness Investigation includes the range of pollutants generally found in urban runoff.
- C.11/12.e (mercury and PCBs): Conduct Pilot Projects to Evaluate On-site Stormwater Treatment via Retrofit: (Bay Area) Permittees...shall identify at least 10 locations...that present opportunities to install and evaluate on-site treatment systems and shall assess the best treatment options for those locations. Every county (San Mateo, Contra Costa, Alameda, Santa Clara, and Solano) should have at least one location. ...Permittees...shall conduct pilot studies in selected locations.

City of San Carlos staff is currently coordinating with property and business owners regarding impacts to on street parking. Project design is scheduled to be completed by August 31, 2012. After completion of design, the City will advertise for construction bids. Construction is anticipated to occur in fall 2012 and winter 2012/2013.

Attachments

Bransten Road Green Street Concept Summary

¹The other pilot green street project in San Mateo County is the completed Donnelly Avenue green street project in Burlingame.



Bransten Road Improvements: Proposed Stormwater Bioretention Swales

To address water quality concerns, including identified PCBs, the City of San Carlos proposes to construct stormwater swales along Bransten Road, between Old County Road and Industrial Road. This will promote infiltration and remove pollutants before the water enters the storm drain and flows to the Bay. The preliminary conceptual design is described below.

Benefits of the "green street" project include:

- Control stormwater runoff by storing water in the landscape, reducing peak flows, and reducing overall volume of stormwater runoff.
- Remove sediments and other pollutants before water reaches the Bay.
- Enhance the appearance of the streetscape, which can increase property values.
- Help people learn about and connect with the natural environment in their daily activities.



Cutaway view of a bioretention swale. Stormwater would flow into the swale and infiltrate into a layer of fast-draining bioretention soil, and the underlying soils. Where feasible, an underdrain below the bioretention soil would allow treated water to enter the storm drain system.

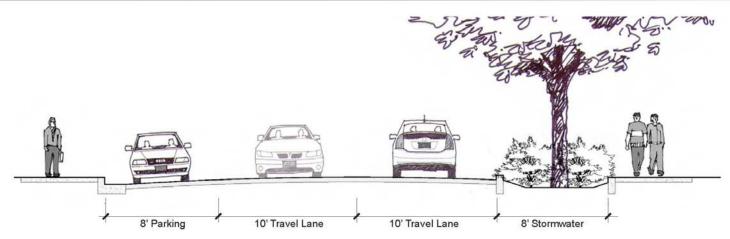
Page 1 April 17, 2012





Concept: Alternating Stormwater Swales and Parking Zones





Typical Cross Section

N.T.S.

Page 2 April 17, 2012



Successful Green Street and Parking Lot Projects

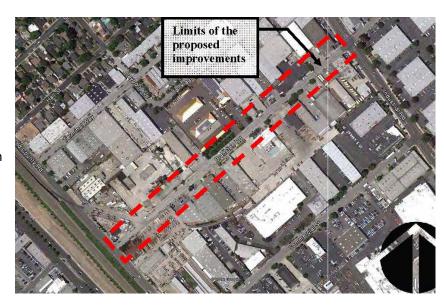
The project is modeled after attractive green street and parking lot projects that have been built in Burlingame, Brisbane, Daly City, and other Bay Area locations. These projects have helped achieve water quality, localized flood control, and neighborhood enhancement goals. For more information, visit www.flowstobay.org/ms sustainable streets.php.

Bransten Road Project Information:

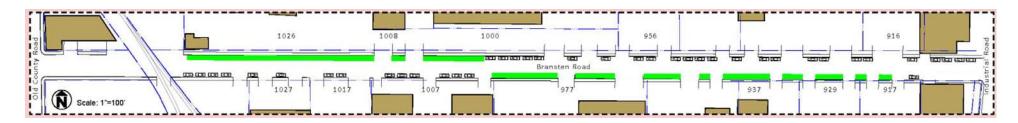
- The project is funded by the USEPA San Francisco Bay Water Quality
 Improvement Fund and a countywide vehicle license fee to fund congestion
 management and vehicle-related water quality improvement projects.
- Construction is proposed to begin in early 2013.
- Parking impact: If the preliminary design concept is implemented as shown below, it would remove 17 on-street automobile parking spaces from the north side of the street and 18 spaces from the south side, while preserving 40 spaces.

For More Information or to Comment on the Project:

Contact for general questions or to submit comments: Victor Chen, Public Works Department, City of San Carlos, 600 Elm St., San Carlos, CA 94070, 650.802.4212, VChen@cityofsancarlos.org



Contact for technical questions: Analette Ochoa, Senior Associate, WRECO, 925. 941.0017x206, analette ochoa@wreco.com



Preliminary conceptual design for Bransten Road green street improvements (subject to change pending more information from site surveys and property owner coordination). Green shading indicates locations of proposed bioretention swales.

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DRAFT SUMMARY Municipal Maintenance Subcommittee Meeting – Colma Community Center

Meeting Date: March 28, 2012

Subcommittee Actions:

- 1. Agreed that the summary of the January 2012 subcommittee meeting was acceptable.
- 2. Agreed that the following are the subcommittee's priority issues for further discussion and assistance:
 - a. Maintenance of trash devices.
 - b. Organize a group purchase of storm drain markers.
 - c. Standardize what is considered an illicit discharge versus a potential illicit discharge and what is considered an appropriate response to these problems.

Requested Technical Advisory Committee Action or Feedback/Guidance (if any): None

Other Information/Announcements:

• Update on Public Information and Participation Activities. Tim Swillinger from San Mateo County Environmental Health (CEH) provided the following information. CEH is responsible for maintaining the Countywide Program's website, providing assistance to all of the other Countywide Program's subcommittees, and representing the Countywide Program at the Bay Area Stormwater Management Agencies Association (BASMAA) Public Information and Participation Committee meetings.

BASMAA is preparing its region wide advertising campaign on litter reduction scheduled to occur this summer and fall. This campaign will focus on youth.

Through the Countywide Program CEH also develops public outreach materials and conducts outreach events for cities. The Countywide Program is encouraging residents to use commercial car washes rather than washing cars at home. This effort includes the distribution of discount cards for use at 11 commercial carwashes. The Countywide Program also coordinates coastal cleanup day in September. The Countywide Program is working with nine cities to organize spring cleanups, and a new page has been added to the website with information about who is organizing these spring cleanups.

- Open Forum Discussion on Maintenance Issues. The following maintenance issues were discussed:
 - 1. One of the local water companies has been flushing its hydrants in a way that has contributed to the plugging of catch basin inlets.
 - 2. Interest was expressed in understanding what is considered adequate trash device maintenance. Most cities use West Coast Storm connector pipe screens, but the City of East Palo Alto is using a Bioclean trash control device. One suggestion is that there needs to be a work group to hash out what is considered an adequate frequency of maintenance. It was noted that West Coast Storm has a check box type of maintenance form available for downloading from its website.

- 3. A group purchase of storm drain markers should be organized. The City of Half Moon Bay recently purchased stainless steel storm drain markers for \$3.00 each. Girl scouts and their parents installed the markers using epoxy that cost about \$1.00 per marker.
- 4. Another issue that was recommended for additional discussion is what constitutes adequate follow up for illicit discharges. Staff from one agency noted that they are having a problem with the illegal disposal at night of wood chips from chippers.
- **Update on Technical Advisory Committee.** The TAC agreed to create a Water Utility Training Work Group.
- BASMAA Municipal Operations Committee. BASMAA is still finalizing arrangements to develop outreach materials for fleet automotive washers and carpet cleaners as part of a regional project. San Jose has a number of small pump stations that they would like to remove from the inspection and dissolved oxygen monitoring list. These pump stations just pump water from one location in the MS4 to another rather than discharging directly to a receiving water such as a creek, river or slough.

Subcommittee Work that Affects Other Subcommittees: Types of illicit discharges being found and their follow up would be of interest to the CII Subcommittee. Maintenance of trash control devices would be of interest to the Trash Work Group.

Next Steps: Kristin will coordinate with subcommittee members and Chris Sommers to understand and address trash control device maintenance needs, the possible formation of a work group to address this issue, and other issues noted above.

Next Meeting: The next meeting will be held on August 22, 2012.



DRAFT

Parks Maintenance & IPM Work Group Meeting Summary

City of Redwood City's Municipal Service Center

Meeting Date: April 24, 2012

Work Group Action:

- Agreed that the meeting summary from the January meeting was acceptable.
- Kristin will email the weblink for locating Annual Reports on the RWQCB's website.
- Kristin will email the 2011/2012 Annual Report forms for Section C.9 to the work group when they are available.

Requested Technical Advisory Committee Action or Feedback/Guidance (if any): None.

Other Information/Announcements:

- New UC Position. Andrew Sutherland was hired for the University of California Division of Agriculture and Natural Resource's newly created regional advisor position: Bay Area Urban Integrated Pest Management. He recently submitted a grant proposal to UC ANR for a project that seeks to establish a data-driven, research based connection between over watering of urban landscapes and increased pest and disease pressure, necessitating increased pest management inputs. The idea is to create a monetary incentive for landscape managers to conserve water and pest management costs may decrease. Work group members discussed how many cities are already doing water use reports to prevent over watering or as a method of identifying leaks. Some have meters that will send automatic reports or emails on water use.
- Landscape IPM Workshop. The February Landscape IPM Workshop evaluation summary was reviewed. Work group members thought the Workshop was a success. Some ideas for next year's workshop:
 - Invite Alie Harivandi, UC Cooperative Extension, to speak at next year's workshop.
 - Check PAPA Seminar dates in the Bay Area before scheduling the Workshop.
 - Remind cities to invite contractors that they hire to the Workshop.
 - Possibly change the location to the Belmont Sports Complex. If it is held at the
 Mission Blue Center again bring paper to block the sun from the doors and window to
 make the power point presentations easier to see.
- 2010/11 C.9 Annual Report Review. The work group had a discussion about the Regional Water Board staff's review of the 2010/11 Annual Reports Section C.9. Jeremy Eide, County Agriculture Weights & Measures, mentioned contractors submit pesticide use data annually to County Ag but they do not break out pesticide use by site. The work group felt some of the Corrections or Information Needed comments were requiring information in the next Annual Report that is outside of the scope of the MRP requirements. The work group asked for this issue to be raised at the next BASMAA Board of Directors meeting. Members were encouraged to review the Regional Water Board Summary Table for possible errors. The



work group members also expressed an interest in having a workshop, similar to last year, on completing the Annual Reporting form with available guidance.

- **C.9.d Reporting Options.** Annual Report submittals by different agencies were reviewed for IPM certificates submitted or print outs of certified companies/people on web sites.
- Recycled Water. There was a question to the group about where recycled wastewater is allowed to be used, where do cities currently use recycled water and what problems are common. There was some discussion of possible high salt content depending on the source and its effects on irrigation drip lines and plants/trees. Recycled water is safe to use in parks but some cities do not use it in public parks due to public perception only. Redwood City has been using recycled water for more than 10 years with no significant problems with equipment or vegetation.
- Future Meeting Topics. A suggestion for the next meeting was to review 2011/2012 Annual Report forms and responses to Regional Water Board staff's review of C.9 2010/2011 Annual Reports.

Next Meeting Date: The next work group meeting will be tentatively held on July 24th instead of in August.



DRAFT Water Utility Work Group Report

Meeting Date: April 19, 2012

Subcommittee Actions:

• Agreed to hold next meeting in May.

• Agreed to have Kristin attend the Regional General Permit for Potable Water Discharges workgroup meetings.

Requested Action or Feedback/Guidance (if any): None.

Other Information/Announcements:

- Work Group. The formation of an ad hoc Water Utility Training Work Group was approved at the February TAC meeting. Kristin emailed TAC representatives from the 11 SMCWPPP members that are also water purveyors (as indicated in their Annual Reports) and requested contacts for the Work Group. Eight of the eleven TAC representatives replied with contact information. Representatives from four of the agencies attended the first meeting.
- Private Water Utility Regional General Permit. Kristin provided an update on the progress of the Water Board's efforts regarding a San Francisco Bay Regional General Permit for Potable Water Discharges work group consisting of private water purveyors seeking permit coverage. Eight private water purveyors have agreed to share the cost of hiring a Regional Board staff person to write a new Regional General Permit. In meetings with this group the Water Board staff expressed their intent to have the permittees that are water purveyors currently covered under the MRP seek coverage under the new Regional General Permit being developed. The BASMAA Board members representing SCVURPPP, SMCWPPP, CCCWP and ACCWP met with WB staff to convey their position that the copermittees covered by the MRP (25 agencies) are not interested in the new regional permit, are already covered by a regional permit (the original intent of the MRP), don't see the need for new additional requirements, don't want to be subject to any new permit fees or cost-sharing associated with developing or implementing the new Regional General Permit, and do not want coverage under a second regional permit. Tracking the development of this permit is important to ensure consistency with the MRP requirements.
- Summary of Annual Report C.15.b Submittals. Information from the Annual Reports was reviewed. One observation was the local data did not appear robust enough to make a separate Program request, similar to what SCVURPPP is planning, in the next Annual Report for a minor modification to the monitoring and reporting requirements in C.15.b.iii.(1). Individual permittees may be able to make a case for a specific type of discharge, i.e., automatic flushing units, by collecting special study data. This approach would require data to be collected in June to report in this Annual Report. The San Mateo co-permittee data, however, may be useful to augment the SCVURPPP data.
- Training Needs. Review of Annual Report information and discussions led to the decision that Program-wide training is warranted. Some materials may already be developed and available to share: Hillsborough has some documentation and Brisbane uses a standard field from for reporting. Development of a training workshop will be discussed in more detail at the next meeting.



• Town of Hillsborough NO-DES Flushing System. Town of Hillsborough representatives provided information on their new NO_DES flushing system. This innovative new system filters and re-circulates water back into the water distribution system. Hillsborough is the first water agency to purchase and use this system. The Town performed rigorous water testing with oversight from the California Department of Public Health during a pilot phase that began in February 2011. More information can be found at http://www.hillsborough.net/depts/pw/water/conservation/town.asp or http://www.no-des.com/.

Subcommittee Work That Affects Other Subcommittees: None

Next Steps: Kristin will send out a survey to determine the next meeting date in May.

Next Meeting Date: Subcommittee will meet next in May.